



GRINNELL CITY COUNCIL REGULAR SESSION MEETING  
**MONDAY, MAY 18, 2020 AT 7:00 P.M.**

VIA ZOOM

<https://zoom.us/j/99966634159?pwd=YTZpZjk5RWQvSVVVcnI6aEhKMWJvdz09>

## **MINUTES**

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Mayor Agnew called the meeting to order at 7:00 p.m. with all the council members in attendance. Gaard joined the meeting at 7:06 p.m.

White made the motion, second by Hueftle-Worley to approve the agenda. AYES: 5-0. Motion carried.

Hueftle-Worley made the motion, second by Wray to approve the consent agenda as follows:

- a) Previous minutes as drafted from the Monday, May 4, 2020 Regular Session.
- b) Approve Liquor License renewals:
  - 1) Pagliai's Pizza, LLC, 816 5<sup>th</sup> Ave.
- c) Review Campbell Fund requests.

AYES: 6-0. Motion carried.

The Council acknowledged receipt of the previous meeting minutes and other communications as follows:

- a) Finance Committee minutes: May 4, 2020.
- b) Public Works & Grounds Committee minutes: May 4, 2020.
- c) Public Safety Committee minutes: May 4, 2020.
- d) Planning Committee minutes: May 4, 2020.
- e) Grinnell Historic Preservation Commission minutes: May 11, 2020.
- f) Parks & Recreation Board minutes: May 11, 2020.
- g) April 2020 Treasurer's Report.
- h) April 2020 Monthly Police Report.
- i) April 2020 Monthly Building Permit Report.

The Mayor announced it was the time and place for the public hearing regarding 2020 Seal Coat Projects (FY21). He asked for any comments written or verbal, for or against the 2020 Seal Coat Projects (FY21). There were none.

Hueftle-Worley made the motion, second by Wray to close the public hearing. AYES: 5-0. Motion carried.

## **FINANCE COMMITTEE**

Wray made the motion, second by White to approve Resolution No. 2020-77 – A

resolution setting public hearing and directing clerk to publish notice for reviewing a \$1,125,000 Iowa Economic Development Authority application for up to nine downtown commercial façade improvements. AYES: 6-0. Motion carried.

Wray made the motion, second by Bly to approve Resolution No. 2020-78 – A resolution approving CDBG Program Contract for \$45,000. AYES: 6-0. Motion carried.

Wray made the motion, second by White to approve RFP for Compensation Study services. AYES: 6-0. Motion carried.

Wray made the motion, second by Bly to approve No. 2020-79 - A resolution approving city utility assistance grants for small business. AYES: 6-0. Motion carried.

## **PUBLIC WORKS AND GROUNDS COMMITTEE**

Hueftle-Worley made the motion, second by Gaard to approve Resolution No. 2020-80 - A resolution making award of the contract for the 2020 Seal Coat Projects (FY21). AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Wray to approve Resolution No. 2020-81 – A resolution approving contract change order No. 2 in the amount of \$27,748.19 for a net increase to the contract with Manatts, Inc of Brooklyn, IA for the Runway Rehabilitation Project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Wray to approve Resolution No. 2020-82 – A resolution for amendment No. 4 to the consulting services agreement with Clapsaddle-Garber Associates, Inc. for the Runway Rehabilitation Improvements Project at the Grinnell Regional Airport. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Wray to approve opening Central Park restrooms on June 4, 2020 an hour before the Grinnell Farmers Market as permitted by the State of Iowa. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Wray to approve opening the Grinnell Mutual Family Aquatic Center per the reopening guidelines established and following restrictions placed by the State of Iowa. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Gaard to approve Grinnell Farmers Market – June 4 through October 24, 2020 on sidewalks of Broad Street and 4th Avenue and allow trucks to back in on both streets per the reopening guidelines established and following restrictions placed by the State of Iowa. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Wray to approve Alliant Energy ROW request, 6<sup>th</sup> Ave Ave, contingent on them meeting with staff prior to starting the project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Gaard to approve Commdatalink ROW request, 1<sup>st</sup> Ave, contingent on them meeting with staff prior to starting the project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Wray to approve Windstream ROW request, Ogan Ave and Industrial Ave, contingent on them meeting with staff prior to starting the project. AYES: 6-0. Motion carried.

Hueftle-Worley made the motion, second by Gaard to approve Windstream ROW request, alley between 4<sup>th</sup> Ave and 5<sup>th</sup> Ave, contingent on them meeting with staff prior to starting the project. AYES: 6-0. Motion carried.

## **PUBLIC SAFETY COMMITTEE**

No action was taken on Resolution No. 2020-74 – A resolution approving amended agreement with Midwest Ambulance.

White made the motion, second by Hueftle-Worley to approve Resolution No. 2020-83 – A resolution approving agreement with Pace Scheduler Services for scheduling software for the Police Department and Fire Department. AYES: 6-0. Motion carried.

White stated that the committee is recommending that the 4th of July fireworks as it will be difficult to promote social distancing. No action was taken.

White made the motion, second by Davis to approve change in facility used by the city for stray animals from JCARL to ARL of Iowa. AYES: 6-0. Motion carried.

## **INQUIRIES**

There was one inquiry.

## **ADJOURNMENT**

The Mayor declared the meeting adjourned at 7:17 p.m.

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DAN F. AGNEW, MAYOR

ATTEST:

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ANNMARIE WINGERTER, CITY CLERK/FINANCE DIRECTOR



VENDOR SET: 01 City of Grinnell, IA

O P E N I T E M R E P O R T

BANK: ALL

REPORTING: PAID, UNPAID

P U B L I C A T I O N

=====PAYMENT DATES=====      =====ITEM DATES=====      =====POSTING DATES=====

PAID ITEMS DATES : 5/05/2020 THRU 6/01/2020      0/00/0000 THRU 99/99/9999      0/00/0000 THRU 99/99/9999

UNPAID ITEMS DATES :      0/00/0000 THRU 99/99/9999      0/00/0000 THRU 99/99/9999

VENDOR NAME      DESCRIPTION      GROSS AMOUNT  
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GATOR EXCAVATING, INC.	REPL CURB STOP VALVE	5,391.56
GERMAN PLUMBING & HEATING	REPLACE WATER HEATER	888.90
GRAINGER	SUPPLIES	23.02
GRANZOW	REP KITS	447.44
GREATER POWESHIEK COMMUNIT	GREATER POWESHIEK FOUNDATION	80.00
GRINNELL AREA ARTS COUNCIL	STEW/COMM EVENTS	1,290.15
GRINNELL CITY OF (TRANSFER	TRANS TO LIB	44,489.37
GRINNELL COLLEGE LIBRARIES	1 REEL MICROFILM	36.00
GRINNELL FIRESTONE	TIRE CHANGE/BAL/ALIGN	553.85
GRINNELL IMPLEMENT STORE	PARTS	202.91
GRINNELL VOL FIRE DEPT	VOL PAY	1,380.00
HACH COMPANY	SUPPLIES	369.05
HAWKEYE LOCK & SECURITY	REP	79.00
HERALD REGISTER	AD-CURBSIDE YARD WASTE	500.23
HICKENBOTTOM INC	SUPPLIES	101.70
HOFFSTETTER LAWN & LANDSCA	MOWING	2,808.00
HY-VEE INC	SUPPLIES	23.92
IAFC MEMBERSHIP	DUES (DS)	240.00
IOWA COMMUNICATIONS NETWOR	DATA LINE	8.33
IOWA ECONOMIC DEVELOPMENT	FY20 COOP	2,400.00
IOWA PUMP WORKS, INC.	REP	1,974.83
IOWA WESTERN COMMUNITY COL	VISTA MEMBER	375.00
IPERS	MATCH TO I-QUE	26,888.26
JASPER CONSTRUCTION SERVIC	SUPPLIES	553.50
JCARL	KENNEL FEES	100.00
JD FINANCIAL - THEISEN'S	SUPPLIES	391.81
JD FINANCIAL-VAN WALL	RETURN-PART	189.99
JOHN DEERE FINANCIAL-THEIS	SUPPLIES	9.88
JP DRAIN CLEANING & PLUMBI	JET DRAIN LINE	269.95
KEY COOPERATIVE GRINNELL	PROPANE	1,890.98
KEYSTONE LABORATORIES INC	BACTERIA TESTS (APRIL)	3,172.70
KS STATEBANK	LEASE-RECORDING SYS	3,953.72
LINDER TIRE SERVICE	TIRES	670.50
LOGAN CONTRACTORS SUPPLY,	ADA RAMPS-SIDEWALKS	3,714.74
LOWRY, RONALD D.	MTHLY SVC-MAY 2020	2,166.67
MALCOM LUMBER	SUPPLIES	240.57
MANATTS INC	PAY REQ #7 - RUNWAY IMPRV	129,785.68
MC DONALD'S LANDSCAPING	REP YARD	1,500.00
MC MASTER-CARR SUPPLY	SUPPLIES	92.18
MEDTRAK SERVICES LLC	411 WORK COMP	134.11
MFPRSI	MFPRSI	31,386.55
MICRO MARKETING LLC	BKS	169.57
MID-IOWA SOLID WASTE EQUIP	DUMPSTERS	2,792.24
MIDWEST AMBULANCE OF IOWA	MONTHLY FEE (JUNE 2020)	22,500.00

VENDOR SET: 01 City of Grinnell, IA

O P E N I T E M R E P O R T

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UNPAID ITEMS DATES : 0/00/0000 THRU 99/99/9999 0/00/0000 THRU 99/99/9999

VENDOR NAME	DESCRIPTION	GROSS AMOUNT
MIKE SHUTTS MOWING, LLC	MOWING	5,575.00
MISCELLANEOUS	JENNINGS, JENNA:REFUND	1,471.00
MUNICIPAL EMERGENCY SERVIC	SCBA FLOW TEST/REPS	2,523.00
MUNICIPAL SUPPLY INC	SUPPLIES	555.43
NEW CENTURY FARM SERVICE	DIESEL	5,595.92
NORTHWAY WELL & PUMP	REP	7,807.40
NORTON'S GREENHOUSE	CBD FLOWERS - COTTON BURR	313.47
NUTRI-JECT SYSTEMS, INC.	COLD STORAGE DIGESTER CLEANING	36,686.15
O'HALLORAN, TIM	SVC (R50)	1,534.74
O'KEEFE ELEVATOR COMPANY,	MTNCE	177.17
O'REILLY AUTO PARTS	SUPPLIES	33.94
OFFICE EXPRESS	SUPPLIES	29.72
OVERDRIVE, INC.	BKS	569.47
PAUL'S ACE HARDWARE	SUPPLIES	138.32
PETTY CASH - DRAKE LIBRARY	POSTAGE/ZOOM FOR J PROG	119.84
PETTY CASH - WATER	SUPPLIES	34.63
POSTMASTER-LIB ACCT	STAMPS	305.00
POUR BOY CONSTRUCTION INC.	SIDEWALK - BAILEY PARK	5,422.00
POWESHIEK CO CLERK OF COUR	CHILD SUPPORT	275.00
POWESHIEK CO TREASURER	PER CAPITA	1,536.33
POWESHIEK TRANSFER STATION	LANDFILL FEES	21,899.96
PRIORITY SANITATION, LLC	KYBO (MAY 2020)	100.00
PRO HYDRO-TESTING LLC	TEST SCBA CYLINDERS	656.00
PULS, HARLEY R.	TREE RMVL	4,750.00
QUADIENT LEASING USA, INC.	LEASE-POSTAGE METER	254.94
QUICK & CLEAN INC	CLEANING SVC (APRIL)	3,990.00
RACOM CORPORATION	EQUIP	6,397.98
RECREONICS	SUPPLIES	254.65
RELYANT	WATER COOLER	31.50
REPUBLIC SERVICES OF IOWA	RECYCLING FEES (APRIL 20)	1,449.24
RKB SYSTEMS LLC	INTEL STORAGE CONTROLLER	931.55
SRMA ARMAMENT INC	UNIFORMS	269.02
S & S ELECTRIC	WIRING	1,036.77
S & S PLUMBING, HEATING &	REPL COMPRESSOR	3,243.30
SCHENDEL PEST CONTROL CO	PEST CONTROL-MAY	45.00
SCHULTZ, AARON	REIMB-SUPPLIES	11.97
SECURITY EQUIPMENT INC	MONITORING SVC	93.00
SHARP EDGE TRIMMING LLC	MOWING	12,225.00
SHATTUCK/RPM INC.	SOD	456.00
SHRED-IT USA	SHREDDING	219.21
SHUTTS, BRAD	MOWING /WEED CONTROL	1,351.00
SISCO	SELF FUNDING	52,888.85
SPRINT	TOWER SEARCH	300.00
STAR EQUIPMENT LTD	EQUIP RENT	1,365.41

VENDOR SET: 01 City of Grinnell, IA

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VENDOR NAME	DESCRIPTION	GROSS AMOUNT		
STARNES TV & APPLIANCE	APPLIANCES	2,552.25		
STOREY KENWORTHY	DELINQ/DISC NOTICES	186.13		
TASC	FLEX PLAN CONTRIBUTIONS	5,091.47		
TEMP ASSOCIATES	TEMP HIRES	6,796.53		
THE STANDARD	LIFE INSURANCE	683.17		
TOTAL CHOICE SHIPPING & PR	PRINTING	399.92		
TREASURER STATE OF IOWA	STATE WITHHOLDING	10,502.00		
TRI-TECH FORENSICS, INC	SUPPLIES	58.00		
TRITECH SOFTWARE SYSTEMS	SOFTWARE MTNCE	7,933.79		
TRUGREEN LIMITED PARTNERSH	SPRAYING	105.00		
ULINE	SUPPLIES	400.59		
UNIFIED CONTRACTING SERVIC	PAY REQ #3 - FUEL SYS IMP	192,281.01		
UNIFIRST CORPORATION	SHOP TOWELS	29.18		
US BANK EQUIPMENT FINANCE	COPIER LEASES	1,548.61		
US POSTAL SERVICE	ENVELOPES	648.60		
USA BLUE BOOK	PAINT	1,869.03		
VAN MAANEN ELECTRIC, INC.	REP STREET LIGHTS	929.49		
VEENSTRA & KIMM	WA MAIN RELOC ENG SVC	47,271.90		
VERIZON WIRELESS - VSAT	SVC	335.00		
VOYA (ING)	EMPLOYEE VOLTRY CONTR.	4,934.40		
WATTS TECHNOLOGICS, INC	SYMANTEC RNWL	1,190.00		
WES FINCH AUTO PLAZA	DETAIL	501.27		
WEX BANK	FUEL	10.41		
WINDSTREAM	TELEPHONE	2,503.77		
WOODRIVER ENERGY LLC	GAS	118.73		
** TOTAL **	-City of Grinnell	1,074,294.54	406,553.05-	667,741.49

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R E P O R T T O T A L S

	GROSS	PAYMENTS	BALANCE
PAID ITEMS	406,553.05	406,553.05CR	0.00
PARTIALLY PAID	0.00	0.00	0.00
UNPAID ITEMS	667,741.49	0.00	667,741.49
VOID ITEMS	0.00	0.00	0.00
<b>** TOTALS **</b>	<b>1,074,294.54</b>	<b>406,553.05CR</b>	<b>667,741.49</b>

U N P A I D R E C A P

UNPAID INVOICE TOTALS	667,931.31
UNPAID DEBIT MEMO TOTALS	0.00
UNAPPLIED CREDIT MEMO TOTALS	189.82CR
<b>** UNPAID TOTALS **</b>	<b>667,741.49</b>

VENDOR SET: 01 City of Grinnell, IA

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FUND TOTALS

001	GENERAL FUND	185,066.92
002	VETERANS MEM - GEN	7,502.57
003	LIBRARY - GENERAL FUND	15,586.60
010	BUILDING & PLANNING - GEN	5,754.93
103	LIBRARY FUND STATE - GEN	1,046.00
110	ROAD USE FUND - SPEC REV	43,441.05
112	T&A EMP BEN- SPEC REV	78,932.84
125	URBAN REN - TIF	59.00
138	MED INS RESERVE - SPEC RV	5,071.89
140	MFPRSI MED ONLY - SPEC RV	308.23
145	HOTEL/MOTEL TAX - SPC REV	10,352.52
167	LIBRARY GIFTS - SPEC REV	1,411.77
200	DEBT SERV -	82,305.38
302	EAST ST RECON - CP	34,041.60
305	HWY 6 WA MAIN RELOCATE	5,930.00
317	WATER MAIN PROJECT	757.00
318	REED STREET (1ST TO 6TH)	6,623.78
319	PARK STREET PROJECTS	6,260.23
320	SE SEWER LINING & MANHOLE	756.00
350	AIRPORT DEV - CAP PROJ	312,237.98
361	STORM WA QUALITY PROJECTS	785.00
371	WATER TOWER PROJECT	1,202.65
372	BIKE TRAIL PROJECT	11,542.86
373	8TH AVENUE STR CONST PROJ	10,131.88
375	I-80 INTERCHANGE PROJECT	1,783.00
377	16TH AVE BOX CULVERT	1,499.50
494	SAN EQMT REP FUND-SP RV	2,792.24
610	WATER FUND	80,144.63
620	SEWER OPERATION AND MAINT	105,649.35
630	STORM SEWER FUND	689.29
670	SOLID WASTE	54,627.85

GRAND TOTAL 1,074,294.54



CITY OF GRINNELL  
520 Fourth Avenue  
Grinnell, Iowa  
50112-1947  
Phone: 641-236-2600  
Fax: 641-236-2626

MAYOR

DAN F.  
AGNEW  
dagnew@grinnelliowa.gov

CITY COUNCIL

BYRON HUEFTLE-WORLEY  
*At-Large*

JIM WHITE  
*At-Large*

JULIE DAVIS  
*1st Ward*

JO WRAY  
*2nd Ward*

RACHEL BLY  
*3rd Ward*

SONDRA BURNELL  
*4th Ward*

ADMINISTRATION

RUSSELL L.  
BEHRENS  
*City Manager*  
RBehrens@  
grinnelliowa.gov

ANNMARIE WINGERTER  
*City Clerk/Finance Director*  
AWingert@  
grinnelliowa.gov

WILLIAM J.  
SUEPPEL  
*City Attorney*  
billjs@meardonlaw.com

Visit us at  
[www.grinnelliowa.gov](http://www.grinnelliowa.gov)

May 21, 2020

Dear Russ Behrens, Ann Wingerter, Jan Anderson,  
Honorable Mayor, and distinguished City Council  
Members:

Having spent 35 wonderful years working for the City  
of Grinnell. I am looking forward to my retirement as of  
October 1<sup>st</sup>, 2020. It truly has been a rewarding career for  
me. I am very grateful for the privilege to have worked for  
and with everyone throughout the entire city.

Thank You.

Sincerely,

Jim Brown



**CASEY'S GENERAL STORES, INC.**

P.O. Box 3001 • One SE Convenience Blvd • Ankeny, Iowa • 50021-8045 • 515-965-6100

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April 28, 2020

City of Grinnell  
Attn: City Clerk  
520 4TH AVE  
GRINNELL, IA 50112

Dear City Clerk,

I have completed a liquor license application with IA ABD to upgrade our stores #1134 located at 1718 6<sup>th</sup> Ave and #1527 312 West Street, to a Class LE Liquor license (hard liquor, full wine and beer). This new license will take the place of their current BC license (beer). If possible, Casey's would like this to go to the council meeting in May with a license effective date of 6/15/2020. Enclosed please find our paperwork for the Class LE liquor license.

Please forward any future paperwork directly to me at:

Casey's Marketing Company  
Attn: Jessica Fisher-Comstock  
PO Box 3001  
Ankeny, IA 50021

If there are questions, regarding this application please contact me at (515) 446-6404 or e-mail [jessica.fisher@caseys.com](mailto:jessica.fisher@caseys.com).

Sincerely,

Jessica Fisher-Comstock  
Store Operations  
Casey's Marketing Company  
Phone: 515-446-6404  
Fax: 515-965-6205